



# Become a Peak Performer:

Do you have too much to do and too little time? Are you surrounded by paperwork and ever-growing demands? Change it now!

Learn surprising approaches that allow you to get more done while actually working less.

Learn simple ways to take control of your work and home while gaining time for you. Know how to manage time and get more value from the hours in your day. And get others to work with you to accomplish more with less stress.

Efficiently manage paperwork, projects, and deadlines. Deal with interruptions, drop-in visitors, and time wasters with tact and control.

It's your life! Take control now!

## **Program Details:**

**Location:** Labor and Industries

12806 Gateway Dr.

Tukwila, WA

**Time:** May 11, 2010

9 AM - 4 PM

**Cost:** \$97

Payable prior to seminar to

Courage Speaks, LLC

PO Box 1509

Maple Valley, WA 98038

Tax ID # 27-0223330

Checks, Credit Cards, POs accepted

How to Work Less,
Get More Done
and Have More
Fun!

May 11, 2010



Featuring Kathy Bote'
Kathy has made a career of empowering people to become their own heroes.

She provides practical information with diverse activities and a hefty dose of humor. She has over 20 years experience training people from all over the world.

"Something about your presentation "clicked." The best result? Yesterday my boss told me I was getting a promotion and a new title. Thanks!" - Marsha Heeter,
City Exec. Secretary

"Kathy is a motivational and exciting speaker. She inspired me to make a difference in my professional and personal life." Becky Standley

### Who should attend:

Anyone who struggles with deadlines, demands and the paperwork, clutter and emails they bring. Reduce your stress

Get organized! Reduce stress, and get more done in less time.

Do it now and enjoy more time this summer! Life is now, live it!

# Register now!

### Online:

http://www.icsew.wa.gov/calendar/default.htm

**Phone:** Gen O'Sullivan (360) 725-9704

Or contact Kathy Bote'
(425)432-9345
KathyBote@CourageSpeaks.com
www.CourageSpeaks.com

Can't make the training program?
Contact Kathy for personal coaching.
Or to get these results-driven resources:

"How to Become Your Own Hero by Working Less, Getting More Done, and Having More Fun!" Book

"Get Organized: How to Do More, Better, Faster" 4 CD Album

Cancellation Policy: Please notify at least 48 hours in advance for refund.